



SUNYCAP Leadership Institute Application (SLI)

SUNYCAP is committed to the professional growth and development of its seasoned admissions professionals. The overall goal of the SUNYCAP Leadership Institute is to blend and manage initiatives that will assist in the development of future enrollment management leaders. SUNY admissions professionals who participate in this unique program will develop the necessary skills and knowledge to effectively develop and support a successful enrollment management program.

Applicant Information

Full Name: _____
Last First M.I.

Campus Address: _____
Campus, Street Address

City State ZIP Code

Phone: (____) _____

E-mail Address: _____

FAX: (____) _____

Are you a member of SUNYCAP? Yes No

Years in SUNY admissions: _____

Years in college admissions: _____

If you are not a current member of SUNYCAP, go to www.sunycap.com for a membership application form.

Certificate in Enrollment Management Requirements:

- A total of seven workshops or 28 credit hours are required to complete the program. All workshops are 4 credits. Five workshops are required for program completion. The remaining two are electives and may be selected to fit your individual needs.
- **You are required to have a minimum of three years admissions experience to receive the certificate.**
- You must be a current member of SUNYCAP.

Required Courses:

- How to Write a Strategic Enrollment Plan
- Budget Writing
- Institutional Research
- Marketing and Promotion
- Human Resource Issues

Electives (Select 2):

- Applying Technology to Enrollment Management
- Coaching, Mentoring & Team Building
- Office Management Skills
- Ethics in Recruitment
- Financial Aid and Enrollment Management

Signature: _____

Date: _____

Please return your completed application to:
Timothy A. Piché
SLI/Enrollment Management,
SUNY Plaza, Albany, New York 12246
Or email: Tim.piche@suny.edu